

ADMINISTRATIVE - INTERNAL USE ONLY



- 5 MAY 1987

MEMORANDUM FOR: Director of Finance

VIA: Deputy Director for Administration

FROM: John M. Ray
Director of LogisticsSUBJECT: Approval Threshold on Requests [redacted] for
Real Estate and Construction Activities [redacted]

1. Headquarters Handbook [redacted] requires Director of Logistics (D/L) or Deputy Director for Administration (DDA) approval on requests [redacted]

[redacted] during the last quarter of the fiscal year for real estate and construction activities. Requests under \$100,000 require approval by the D/L; those of \$100,000 or more require approval by the DDA.

2. This policy means that additional time is expended to acquire approvals during a period when time is critical to the obligation of funds. These approvals, on individual requests, are in addition to the project approval which has already been given. This process is duplicative, an administrative burden, and inefficient.

3. It is therefore requested that [redacted] be revised to provide for D/L approval of all requests. It is further requested that the Office of Finance issue a Headquarters notice to effect this revised policy prior to 1 July 1987. Questions concerning details on this matter should be directed to [redacted] Real Estate and Construction Division, OL on extension [redacted]

John M. Ray

cc: IMSS/OL

CONCIR:

Deputy Director for Administration

Date

4 MAY 1987 //

OL 13136-87



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SUBJECT: Approval Threshold on Requests [redacted] **for**
Real Estate and Construction Activities, [redacted]

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OL/RECD/REI [redacted] **28 Apr 87** [redacted]

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REMARKS

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